

MINUTES

THE COMMISSION OF THE CITY OF BUCHANAN, in compliance with Michigan’s Open Meetings Act, hereby gives notice of a regular meeting of the Buchanan City Commission to be held in the Chamber of City Hall.

** Requests to be added to the agenda as a “Scheduled Matter from the Floor” should be submitted in writing to the City Clerk at least 5 business days prior to the scheduled meeting during which the speaker wishes to appear, and the approval of such requests remain within the discretion of the Mayor. If denied, the speaker may nonetheless speak during the “non-agenda items only” public comments section of the agenda.*

** Those who are unable to appear during a meeting but who still wish to share public comment may submit such comments in written form to the City Clerk at least 4 hours in advance of the meeting.*

** Individuals with disabilities may request necessary reasonable accommodations by submitting requests to the City Clerk, preferably at least 24 hours in advance.*

** Written requests and comments may be submitted to the City Clerk either in person or via mail to Buchanan City Hall, 302 N. Redbud Trail, Buchanan, MI 49107, or via email to clerk@cityofbuchanan.com*

I. Call to Order

The meeting was called to order at 7:00 PM by Mayor Sean Denison.

II. Recognition

A. The City Commission & City of Buchanan Police Department would like to honor the memory of Code Enforcement Officer, Dick Mann.

Director of Public Services Tim Ganus and Chief of Police Harvey Burnett honored the Mann Family with a memorial plaque in honor of Officer Dick Mann.

III. Pledge of Allegiance

Mayor Denison led in pledge of allegiance.

IV. Roll Call

PRESENT: Mayor Sean Denison, Mayor Pro Tem Mark Weedon, Commissioner Patrick Swem, Commissioner Larry Money, Commissioner Dan Vigansky

ABSENT: None

CITY STAFF: Interim City Manager, Tim Lynch; City Clerk, Kalla Langston; Community Development Director, Rich Murphy; Director of Public Services, Mike Baker; Director of Public Safety, Tim Ganus; Chief of Police Harvey Burnett

V. Approve Agenda

Motion made by Money, supported by Vigansky to approve the agenda is presented. Roll call vote carries unanimously.

VI. Public Comment - Agenda Items Only (3-minute limit)

Carla Johnson- comments made about property taxes and cutting costs. Johnson had written comments given to the clerk (the full comment will be kept on file with the approved minutes).

VII. Consent Agenda (can be approved all in one motion, for general housekeeping items)

A. Minutes

1) Consider approving the Regular Meeting Minutes from May 8, 2023.

B. Expenditures

1) Consider approving expenditures for May 22, 2023, in the amount of \$131,049.84

C. City Wide Garage Sale

1) Consider approving the City-Wide Garage Sale Days on June 9th, 10th, and 11th, as well as waiving the permit fee.

D. Excuse of absence

1) Consider excusing the absence of Commissioner Larry Money from the Regular Meeting on May 8th, 2023.

E. Street Closure

1) Consider Street Closure for the Home Source Group on May 29th, 7:00 AM to 3:00 PM for the following location: Oak Street between Front St. and the alley on the North side of Oak St.

Motion made by Vigansky supported by Swem to approve the consent agenda as presented. Roll call carries unanimously.

VIII. Scheduled Matters from the Floor (if any)

A. 1) Open Public Hearing on Budget- Consider opening the public hearing to receive comments on the proposed City budget for the fiscal year 2023-2024 (July 1, 2023- June 30, 2024).

Motion made by Swem, supported by Weedon to open the public hearing at 7:09 P.M. to receive comments on the proposed city budget for FY 2023-2024. Roll call vote carries unanimously.

Denison recited the public hearing rules.

Norma Ferris asked for a copy of the budget.

No further public comment was made.

2) Close Public Hearing on Budget- Consider closing the public hearing to receive comments on the proposed City budget for the fiscal year 2023-2024 (July 1, 2023- June 30, 2024).

Motion made by Swem, supported by Money, to close the public hearing at 7:11 P.M. Roll call vote carries unanimously.

IX. Reports by: Departments, Committees, Boards

A. B.A.R.B. (Buchanan Area Recreational Board)- Report- All items for consideration were recommended by B.A.R.B.

1) Consider retroactively appointing Megan Weedon from July 2, 2021, to May 31, 2023, and appoint Anthony "Tony" Houser to BARB effective June 1, 2023, to May 31, 2025.

Motion made by Money, supported by Vigansky, to retroactively appoint Megan Weedon from July 2, 2021, to May 31, 2023, and appoint Tony Houser to the BARB effective June 1, 2023, to May 31, 2025. Roll call vote carries unanimously.

2) Consider purchasing Playground Equipment for Kathryn Park presented in quote #811460 from AAA State of Play for a total of \$42,757.22. In addition, BARB requests that the usage of playground equipment currently at Kathryn Park be removed by DPW. If DPW is unable to remove and relocate the equipment, BARB requests that AAA State of Play is contacted to quote the removal and relocation of the current equipment.

Chairperson Rachel Plank presented quotes from AAA State of Play for new Playground Equipment to be placed at Kathryn Park. With the consideration of DPW to remove the older equipment and possibly install new equipment. BARB recommends that the company does the installation for safety responsibility and because the DPW has limited time and staff do this job.

BARB would also like the usable playground equipment that is currently at Kathryn Park be moved to a different park, possibly Ravish Park.

Request was made that BARB look into possible volunteer group to help with installation, if AAA State of Play was there to provide supervision.

Motion made by Swem, supported by Weedon to approve quote #811460 from AAA State of Play for it not to exceed \$63,517.22 from the BARB budget for the purchase of playground equipment at Kathryn Park. Roll call vote carries unanimously.

3) Consider the purchase of 5 roofed picnic tables – receiving a 6th table free from Gustavsen, Lise Gustavsen according to Quote #255 for a total of \$27,500.00. BARB has also requested that the Township also purchase 5 roofed picnic tables.

Plank presented the quote of 5 roofed picnic tables; the 6th table would not be included due to supply issues. The picnic tables would be decided on placement by BARB. With possible placement at Victory Park, The Common and along the Trail. The township also purchased the picnic tables to be placed around the township.

Motion made by Swem, supported by Weedon to approve quote #255 from Gustavsen in the amount of \$27,500.00 from the BARB Budget to purchase 5 roofed picnic tables.

Yea: Swem, Denison, Weedon, Money

Nay: Vigansky

Motion carries 4-1

B. Community Development Report- Director Rich Murphy

1) Update on the Community Development Department's redevelopment projects.

Murphy thanked BARB for all their hard work beautifying the parks. Update on the Baroda Tire Too demolition, the city went out for bid and received five bids for the project. With a recommendation from PointBule with the lowest and most responsive bid being awarded to Gentry Demolition. Murphy is moving on an application for a grant with the county that could pay the full amount or partial amount for the demolition.

The Ross Sanders RFP is still in process, Murphy is waiting to go out for RFP with a concept parcel. The RFP should be released within the next two weeks.

X. Unfinished Business

XI. New Business

A. Summer School Tax Collection Fee, Resolution #2023.05/15

1) Consider Resolution #2023.05/15-Summer School Tax Collection Fee (**see attachment A**).

Motion made by Swem, supported by Money to approve resolution # 2023.05/15 Summer School Tax Collection Fee. Roll call vote carried unanimously.

B. FY 2023-2024 Budget

1) Interim City Manager, Tim Lynch will give a presentation of the FY 2023-2024 Budget.

Lynch presented the proposed FY 2023-2024. With highlighting a fiscally responsible budget and the start of capital improvement planning (**see attachment B for the complete budget**).

2) *Adoption of FY 2023-2024 Budget*- Consider approving Resolution #2023.05/16- A resolution for the City of Buchanan, County of Berrien, Michigan to adopt a budget for the City of Buchanan for fiscal year 2023-2024 (**see attachment C**)

Motion made by Swem, supported by Weedon to approve resolution 2023.05/16 adoption of the City Budget for FY 2023-2024. Roll call vote carries unanimously.

C. Closed Session

1) *Enter Closed Session*- Consider entering a Closed Session pursuant MCL 15.268 Sec. 8(1)(h) to discuss legal memos pertaining to attorney-client privileged.

Motion made by Weedon, supported by Money to enter closed session at 8:25 P.M. pursuant to MCL. 15.268 Sec 8(1)(h) to discuss legal memos pertaining to attorney-client privilege. Roll call vote carries unanimously.

2) *Re-enter Open Session*- Consider re-entering Open Session

Motion made by Weedon, supported by Money to re-enter open session at 8:41 P.M. Roll call vote carries unanimously.

D. City Manager Contract

1) Consider approving the employment contract for City Manager, Benjamin Eldridge.

Motion made by Vigansky, supported by Money to approve the employment contract for City Manager, Benjamin Eldridge. Roll call vote carries unanimously.

E. Budget Amendments

1) Consider approving the budget amendments as recommended by the finance committee (**see attachment D**).

Motion made by Swem, supported by Weedon, to approve the budget amendments as recommended by the finance committee. Roll call vote carries unanimously.

XII. Communications (*informational only, formal board action is not necessary for these items, unless so desired*)

XIII. Public Comment - Non-Agenda Items Only (*3-minute limit*)

Tony Houser- Comments about Munchie Monday being a great success. Thanked Ashley Regal for her work with putting it together.

Norma Ferris- Comments about parking lines at the Cemetery.

Harvey Burnett- DARE graduation will be this coming Thursday.

XIV. Executive Comments

A. City Manager Comments

Welcomed Benjamin Eldridge and his wife to the City of Buchanan. Thanked the residents for sitting through the budget presentation.

B. Commissioner Comments

Money- Welcomes Benjamin and his wife. Thanks to Lynch and the staff for the work on the Budget. Also thanked the Commission and thanked the residents.

Vigansky- Gave a shoutout to the youth symphony concert with a few Buchanan High School students that participate. Comments about his opinion. Difference of opinion on the picnic tables.

Swem- Congratulated the team on Munchie Mondays with the activation of Days Ave. Welcomed Benjamin and excited to work with him. Attended a meeting with Congressman Walburg, he was listening to the needs of the local communities. Buchanan was well represented. Would like to have the SMCAS assessment talked about as soon as possible.

Weedon- Thanked all that came, welcomed Benjamin and his wife to the city of Buchanan. Lynch has done a great job. Thanked everyone for coming out to the cannabis round table. Munchie Mondays are phenomenal. Thanks to Ashley Regal and the main street team as well as the vendors. Another thanks to Ashley Hanson for her work at the Farmers Market. Congratulations to Jeanne Harris on the Benton Sprit woman of the year. Praised Murphy and Police Department.

C. Mayor Comments

Denison- Cannibals round table was well received and well attended. The meeting with Congress Walburg went well, there was much discussion about infrastructure needs. Munchie Monday is wonderful, the food is great, seeing downtown active is great. Welcome to Benjamin, thanked Lynch for his hard work. What he has done in the last 3 months is astonishing.

XV. Adjourn

Motion made by Weedon, supported by Vigansky to adjourn the meeting at 8:57 P.M. Roll call vote carries unanimously.

Kalla Langston, City Clerk

Mayor Sean Denison